



**OFFICE OF THE HEAD OF DEPARTMENT**

Steve Vukile Tshwete Complex, Zone 6 Zweitssha, 5608, Private Bag X0032, Bhisho, 5605 REPUBLIC OF SOUTH AFRICA.  
Enquiries: Mr Y. Plata Tel: 040 608 7016. Email: [yandisa.plata@ecdoe.gov.za](mailto:yandisa.plata@ecdoe.gov.za) Website: [www.eceducation.gov.za](http://www.eceducation.gov.za)

**MEMORANDUM**

**TO : DDG - CURRICULUM  
DDG - IOM  
CLUSTER CHIEF DIRECTORS  
DISTRICT DIRECTORS  
CES – ESSS  
LEARNER ENRICHMENT COORDINATORS  
PRINCIPALS OF SCHOOLS  
ORGANISED LABOUR**

**FROM : HEAD OF DEPARTMENT**

**DATE : 19 MAY 2026**

**SUBJECT : PROHIBITION OF GATE TAKINGS DURING LEARNER  
ENRICHMENT PROGRAMMES (LEPs)**

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1. The purpose of this memorandum is to communicate and reaffirm the position of the Department regarding the issue of gate takings during Learner Enrichment Programme (LEP) events and activities.
2. The Department wishes to place it on record that gate takings or any form of charging of entry fees at LEP events are not permitted. All Learner Enrichment Programme activities organised under the auspices of the Department are intended to be accessible to learners, educators, parents, communities, stakeholders, and attendees free of charge.
3. In view of the above, all officials, organisers, institutions, and stakeholders involved in the planning and implementation of LEP activities are instructed to ensure strict compliance with this directive. No individual or structure is authorized to collect money or impose admission charges at any LEP event.
4. This memorandum therefore seeks to reiterate the stance of the Department and to decisively discourage and stop the practice of gate takings at any Learner Enrichment Programme event.

# PROHIBITION OF GATE TAKINGS DURING LEARNER ENRICHMENT PROGRAMMES (LEPs)

Iphondo leMpuma Kapa: Isebe leMfundo  
Provinsie van Oos Kaap: Department van Onderwys  
Provense ya Kapa Botjhabela: Letapha la Thuto

5. Furthermore, should any person, official, organisers, or stakeholder be found practicing or permitting such conduct, the matter must immediately be brought to the attention of the Department for necessary intervention and appropriate action.
6. I trust that this communication will be received in good faith and will guide future engagements and implementation of Learner Enrichment Programmes across all levels of participation.

Yours in education.

  
**MS S.A. MAASDORP**  
**HEAD OF DEPARTMENT**

21/05/2028 PM  
**DATE**